

**MISSISSIPPI MILITARY DEPARTMENT  
STATE EMPLOYEE POSITION ANNOUNCEMENT  
ANNOUNCEMENT #13-76**

**OPENING DATE:** 26 Jun 13    **CLOSING DATE:** 10 Jul 13    **AGENCY:** 5709    **PIN:** 0294

**POSITION:** TRAINING/SAFETY OFFICER

**STARTING SALARY:** \$39,768.40

**LOCATION OF POSITION:** ANG Combat Readiness Training Center, 4715 Hewes Ave.,  
Gulfport, MS 39507-4324

**TELEPHONE INQUIRIES:** Mr. Frank Janotta (601) 313-6243 DSN: 293-6243

**APPLICATION MUST BE SUBMITTED TO:** MS Military Department, ATTN: JFH-MS-C-HR, Post Office  
Box 5027, Jackson, MS 39296-5027. **STREET ADDRESS:** 1410 Riverside Drive, Jackson, MS 39202-1237.  
**APPLICATION MUST BE RECEIVED BEFORE 4:00 P.M. ON CLOSING DATE.**

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***SPECIAL CONDITION:** MS State Law requires that male applicants between the ages of eighteen (18) and twenty-six (26) submit satisfactory documentation of their compliance with the draft registration requirements of the Military Selective Service Act with application. In addition, males between the ages of eighteen (18) and twenty-six (26) who are currently employed shall not be promoted to higher positions until they submit documentation of compliance with the requirements of the Federal Selective Service Act.*

**MINIMUM QUALIFICATIONS:** SUBSEQUENT TO JOB OFFER AND PRIOR TO JOB PLACEMENT, INDIVIDUAL MUST MEET MEDICAL REQUIREMENTS AS ESTABLISHED BY NFPA 1582 AND MEET WEIGHT/PHYSICAL FITNESS REQUIREMENTS AS ESTABLISHED BY AFI 32-2001.

1. High school graduate or GED.
2. Minimum of eight (8) years experience as a full-time paid civilian/military firefighter. Ten (10) years of continuous military service as a traditional guardsman/reservist in Fire Protection is considered equivalent to eight (8) years full-time civilian /military experience.
3. **Must meet ANG Level III Fire Protection Certifications (AFI32-2001, ANG SUP 1, dated 30 Sep 2010) :**  
**Required DOD Certification(s):** Fire Officer II, Fire Instructor II, Fire Inspector II, Haz-Mat Incident Command, Hazardous Material Technician. **PROOF OF CERTIFICATIONS MUST BE SUBMITTED WITH APPLICATION.**
4. **Fire Officer III, Fire Inspector III, Fire Instructor III must be attained within twenty-four months of employment or placement into this specific duty position.**
5. Possess a valid driver's license and if authorized to operate a Government Vehicle, have the ability to obtain and maintain a US Government Motor Vehicle Operator's ID card. **PROOF OF DRIVER'S LICENSE MUST BE SUBMITTED WITH APPLICATION.**
6. Must be able to obtain a favorable National Agency Check (NAC).
7. Ability to read and interpret regulations, instructions, and National Fire Protection Standards.
8. Ability to use sound judgment in atmosphere of high excitement while wearing a self-contained breathing apparatus.
9. Physical dexterity sufficient to climb heights and maneuver in closely confined spaces.

**DUTIES AND RESPONSIBILITIES:** (Not all inclusive, will be fully explained during interview)

1. Responds to actual and potential emergencies, and assists in coordinating tactics. Performs structural and crash fire-fighting duties, as required.
2. Plans and schedules training to insure complete mission accomplishment and proficiency.
3. Manages the fire prevention program, scheduling facility inspections with the facility custodians. Follow-up reports insuring all noted discrepancies are corrected.
4. Coordinates the Hazard Abatement Program working with the Base Safety Office, Bio-environmental and the functional managers.
5. Responsible for annual NFPA 1500 compliance check, scheduling two semi-annual Fire Department Safety Meetings, and reporting to Fire Chief or designated representative annual report of finding.

**AREA OF CONSIDERATION: OPEN COMPETITIVE**

### **SPECIAL REMARKS/PLACEMENT STATEMENTS/SUMMARY OF POLICIES**

Mississippi Military Department policy is to ensure fair treatment of applicants and employees in all aspects of personnel administration without regard to race, religious creed, political affiliation, national origin, sex, age, or disability. However, the Mississippi Military Department reserves the right to enforce military physical, age and gender requirements to positions which are essentially military in nature or for which military membership is required.

Promotional and future salary increases will be IAW Military Dept policy and as authorized by the State Legislature. All salary increases are subject to annualized funding availability.

Applicants must complete the **STATE OF MISSISSIPPI EXPERIENCE AND TRAINING RECORD (Revised 12/94)**, **MS MILITARY DEPT. ADDENDUM #1** (AGO Form 82-2R, dated 1 May 93) and **MS MILITARY DEPT. ADDENDUM #2** (AGO Form 82-3R, dated 1 Mar 94). Previous editions of these documents are not acceptable. These documents may be obtained from most non-armory facilities of the MS National Guard or by written/telephonic request to the Mississippi Military Department, ATTN: JFH-MS-C-HR, P.O. Box 5027, Jackson, MS 39296-5027 (Commercial #601-313-6243). Additional information may be attached to support qualifications. However, such does not negate completion of all applicable spaces of the State of Mississippi Experience and Training Record and both addendums. **ALL DOCUMENTS MUST BE SUBMITTED TO THE OFFICE INDICATED ON THE FRONT OF THIS ANNOUNCEMENT. DO NOT SUBMIT DOCUMENTS TO THE STATE PERSONNEL BOARD! DOCUMENTS MUST BE RECEIVED NLT 4:00 P.M. ON THE CLOSING DATE. NO PHOTOCOPY OF THE MISSISSIPPI EXPERIENCE AND TRAINING RECORD WILL BE ACCEPTED. NO OTHER TYPE APPLICATIONS ARE ACCEPTABLE.**

**PROOF OF QUALIFYING EDUCATIONAL ACCOMPLISHMENTS BEYOND HIGH SCHOOL IS REQUIRED.** Copies of college transcripts, diplomas, certificates, licenses, etc., must be legible.

**APPLICANTS FAILING TO COMPLY WITH ALL APPLICATION SUBMISSION REQUIREMENTS OR WHO DO NOT MEET MINIMUM QUALIFICATIONS WILL NOT BE CONSIDERED.** Applicants scheduled for interview who fail to appear for interview will not receive further consideration.

**SUPPORT OF THIS POSITION IS CONTINGENT UPON CONTINUED POSITION AUTHORIZATION AND AVAILABILITY OF STATE/FEDERAL FUNDING, AS APPLICABLE.**

**Membership or eligible for membership in the Mississippi Air National Guard Fire Protection Section is desired.**

***INCUMBENT IS SUBJECT TO UNCOMMON TOURS OF DUTY AND ROTATING SHIFT ASSIGNMENTS. THIS POSITION SHALL BE CONSIDERED THE OCCUPANT'S PRIMARY EMPLOYMENT. OCCUPANT MUST NOT BE INVOLVED IN ANY EXTERNAL ACTIVITIES OR OTHER EMPLOYMENT WHICH LIMITS, RESTRICTS OR HAMPERS IN ANY WAY SHIFT ROTATION OR ASSIGNMENT.***

**INDIVIDUAL APPLICATIONS MUST BE SUBMITTED FOR RESPONSE TO EACH ANNOUNCEMENT.**

**MUST BE ABLE TO OBTAIN A FAVORABLE BACKGROUND INVESTIGATION.**